

Town of Los Gatos
Integrated Pest Management Policy Plan

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Policy Statement

The Town of Los Gatos will carry out its pest management operations using reduced-risk IPM techniques to reduce or eliminate chemicals to the maximum extent. Chemicals will be used only as a last resort for pest management problems. Each Department that applies pesticides will maintain an active IPM plan to ensure the long-term prevention or suppression of pest problems with minimum negative impact on human health, non-target organisms, and the environment.

The Town will actively pilot non-toxic alternatives for structural and landscape pest control, seeking to use the most recent technology, best management practices, and least toxic methods for all pest control measures.

The Town will use appropriate venues to educate staff and the public about its IPM commitment in an effort to role model less toxic approaches to structural and landscaping pest control.

Integrated Pest Management Plan

Restricted Chemicals

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Pesticides are defined as: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Pests can be insects, mice and other animals, unwanted plants (weeds), or fungi. The term pesticide applies to herbicides, fungicides, rodenticides, molluscicides and other substances used to control pests.

Town employees and Town contractors will not use the following pesticides: diazinon, chlorpyrifos, and chlorpyralid. Emergency applications may be authorized by the completion of a written request and approval by the Parks Maintenance Superintendent.

The purchase of any pesticide by staff is prohibited unless directed by Trained Pest Control Applicator. Structural pest management actions will be managed and overseen by the Facilities Manager.

a) Annual Storage Inventory and Unwanted Chemical Disposal

An annual storage inventory will be conducted to remove and dispose of any chemicals that are unwanted or that are prohibited from Town use by the IPM policy. These chemicals will be disposed through the Town's Hazardous Waste Program.

b) Staff Education and Training

The Town will provide appropriate IPM training. Town staff who are not applying pesticides as part of their regular job will receive annual outreach from Town staff about the Town's IPM policy and appropriate procedures for controlling pests.

Applicator training and supervision: Town staff who manage pest problems and who apply pesticides as part of their job must be trained according to Department of Pesticide Regulation as outlined in the California Code of Regulations Title 3, Department 6 for pesticide applicators. Annual "Integrated Pest Management" training will also be provided to all staff who apply any pesticides on the job.

c) Record Keeping and Annual Evaluation

All Town staff who apply pesticides will maintain pest management and pesticide application records using the Monthly Town Pesticide Use Record (Attachment B). Copies should be sent to the Parks Maintenance Superintendent. Contractors, if applicable, will also send copies of Monthly Contractor Pesticide Use Record (Attachment C) to the Parks Maintenance Superintendent. Pesticide use records will record the amount used, date and location of use, target pest, and biological and mechanical controls used. All records will be made available to the public upon request.

Annual Evaluation – Departments will provide the Parks Maintenance Superintendent with an annual summary of pest management problems and an inventory of banned pesticides (Attachment D). Because this is a County-wide storm water permit

requirement, the West Valley Clean Water Program will be responsible for consolidating the monthly use reports and preparing the annual report.

d) Public Outreach

The Town will use appropriate opportunities to communicate with the public about IPM strategies and their benefits. Public outreach will include:

- IPM information provided to schools, residents, and businesses via appropriate means i.e. Newspaper, flyers, IPM workshops....
- Pesticide disposal options: Residential and business pesticide disposal options will be provided and promoted through the Town's Household Hazardous Waste Program. Contact Community Services Department at 354-6820.
- All IPM and pesticide use records will be made available to the public within two weeks of request.

e) Contractor Compliance

Los Gatos's contractors must follow all aspects of the Los Gatos IPM Plan, including the restrictions contained in "A" above.

f) Department-Specific Components

Departments using pesticides will maintain site-specific records. The Parks and Public Works Department and Building Department will develop an IPM plan (*Integrated Pest Management Plan*, Attachment A) which will outline pest management guidelines for the most persistent and frequent pests. The IPM Plans will actions for historically problematic City sites:

- Use preventative maintenance and the most recent best management practices as a primary strategy to prevent key pests and thereby minimize the use of chemical pesticides.
- Establish inspection procedures for key pests to monitor pest population and tolerance levels based on the biological, aesthetic, and economic loss each site can tolerate, and set pest population levels at which corrective action should be taken.
- Use alternative control options such as (but not limited to): habitat management (changing the biological environment), maintenance practices (modifying watering, mulching, waste disposal), physical controls (mechanical removal, traps and barriers), biological controls (use of natural enemies), and re-design (modifying landscape design) to the maximum extent practical.
- Pilot and report on the results of new less-toxic measures for animal or plant pest control.

Department IPM Checklist: Also Reference Specific Pest Plans

IPM Requirements

Pesticide Use

The following pesticides are prohibited from use: diazinon, chlorpyrifos, and chlorpyralid.

Employee purchase of pesticides:

Employees may not purchase pesticides of any kind through Town contracts, or blanket accounts without the written permission of a Trained Pest Control Applicator .

Contractors

Contractors will comply with all elements of the Town's pesticide plan and must make arrangements with Department staff for reporting.

Annual Responsibilities

Each Department who is responsible for pest management activities must complete or provide the following by February 1 each year:

- ☐ Review Department-level IPM plans for any updates, changes, and for evaluation from previous year.
- ☐ Complete the *Annual Department "IPM Plan" Report and Pesticide Inventory* (Attachment D) and provide to Parks Maintenance Superintendent by February 1 of each year.
- ☐ Provide necessary staff training based on California State Code of Regulations, Title 3 and annual IPM training to Town staff on seasonally relevant topics.
- ☐ Pilot new least-toxic IPM strategies.

On-Going Responsibilities

- ☐ Maintain and adhere to site specific IPM Plans using Attachment A-*IPM Plan Template*.
- ☐ Report all pesticide applications using Attachment B - *Monthly Town Pesticide Record*. Route monthly to Parks Maintenance Superintendent.
- ☐ Trial new least-toxic IPM strategies
- ☐ Submit California State Monthly Summary Pesticide Use reports to County Agricultural Department.

Town of Los Gatos Pesticide Use Record

Month_____ Year_____

APPLICATOR-----

A. List all total chemicals (including baits) and biological/mechanical (traps, hoeing, mulching, release of predator, lance) used during the previous calendar month. Copies should be sent to the Parks Maintenance Superintendent.

Date	Specific Location	Active Ingredient	Trade Name/ Manufacturer	EPA ID Number	Quantity of chemical used	Total gallons of mix used	Type of biological/ al control	

Date:

Company Name:

Contact/Phone:

Town of Los Gatos Contact:

Los Gatos Contractor Monthly Pesticide Use Summary

Month _____ Year _____

1. List all total chemicals (including baits) and biological/mechanical (traps, hoeing, mulching, release of predator, landscape design controls, etc.) used at each site serviced. Copies should be sent to the Parks Maintenance Superintendent.

Specific Location	Active Ingredient	Trade Name/EPA #	Quantity	Biological/Mechanical Control	Target Pest

Attachment D

Department contact/ext:

Date:

**Annual Department “IPM Plan” Report and Pesticide
Inventory**

Please complete the following information and submit to the Parks Maintenance Superintendent by February 1.

A. List all training attended that demonstrates compliance with Town IPM training and state requirements. Include name and title of attendee, title and date of training, and brief description of training. Also describe any training needs/requests for the coming year.

B. List and describe the pest problem trends your Department dealt with this year, including peak season problems and non-chemical/structural/landscape solutions that were used.

C. Which IPM pesticide alternatives were considered and tested. Please explain the reason for their inclusion or rejection for Town use.

D. List goal(s) for the following year.

Annual Inventory

As part of a Town-wide “house cleaning” and sweep for chemicals prohibited by the IPM policy, inventory chemicals in your storage areas and record and remove any of the following restricted pesticides: diazinon, chlorpyrifos, and chlorpyralid. List below any restricted pesticides which were found. Please write “none” if none were found.

Department	Storage Location	Chemical	Type of Material	Amount (gallons, pounds)
				Total: